

CORRECTION OFFICERS CERTIFICATION COMMISSION (COCC) MEETING

Date: 04-10-28

Time: 11:00 A.M. to 3:00 P. M.

Location: Ike Skelton National Guard Training Site, Jefferson City, Missouri

AGENDA TOPICS:	PERSON RESPONSIBLE:
Call meeting to order	Chris Egbert
Job Task Analysis (JTA) Protocol	Chris Egbert
Lunch	
Opening remarks	Gary Kempker
Introduction of Commissioners	Commissioners
JTA presentation	Caliber Associates

MEETING OUTCOME: If this were a successful meeting it would result in

The Correction Officers Certification Commission reviewing the Job Task Analysis (JTA) Recommendations

KEY POINTS:

Chris Egbert called the first part of the Commission meeting to order at 11:00 A.M.

Commissioners present were Roger Beamer, David Topash, John Waldschlager, Tommy Greenwell, Micki Knowles, Sam Shipman, Walter Foster and Conrad Sutton.

In attendance were Royce Hudson, Department of Corrections Training Academy; Ed Yahnig, Department of Corrections Training Academy; Jim Wiseman, Department of Corrections Training Academy; Gary Kempker, Department of Corrections; and Peggy Huddleston, Department of Corrections.

Dr. Lance Anderson and Brian Cronin representing Caliber Associates were in attendance. Dr. Todd Baker representing Human Performance Systems, Inc. was also in attendance.

Chris Egbert discussed with the Commission the next steps to be followed in the development of the recommendations for certification of Corrections officers and jailers.

1. A discussion will occur on each of the requirements for certification
2. Based on the discussions, administrative rules will be drafted
3. It is expected to take 18 months to 2 years of work before the first certification is issued
4. All developmental meetings will be open to the public
5. Each meeting and the focus of that meeting will be posted on the Commission website as well as the minutes from those meetings

Sheriff Greenwell and Waldschlager advised the Commission that the Missouri Sheriffs Association voted to have county jailers removed from RSMo. 217.105. This legislation will be pursued during the next legislative session. Depending on the outcome of this effort, the approach that will be taken by the Commission could change.

Missouri Department of Corrections (DOC) Director Gary Kempker called the second portion of the meeting to order at 1:00 p.m.

Commissioners present were Roger Beamer, David Topash, John Waldschlager, Tommy Greenwell, Micki Knowles, Sam Shipman, Walter Foster and Conrad Sutton.

Dr. Lance Anderson and Brian Cronin representing Caliber Associates were in attendance. Dr. Todd Baker representing Human Performance Systems, Inc. was also in attendance.

The following individuals were in the audience: Royce Hudson, Department of Corrections Training Academy; Ed Yahmig, Department of Corrections Training Academy; Jim Wiseman, Department of Corrections Training Academy; Gary Gross, Missouri Correction Officers Association; Royce Schleeter, Audrain County Sheriff's Department; Dean Lyon, Lawrence County Sheriff's Department; Dennis Crain, Callaway County Sheriff's Department; Will Shackleford, Callaway County Sheriff's Department; Barb Allphin, Cooper County Sheriff's Department; Paul Milne, Cooper County Sheriff's Department; Randy Pittman, Platte County Sheriff's Department; George Brooks, Cole County Sheriff's Department; Russ Bemboom, Cole County Sheriff's Department; Jim Petty, Morgan County Sheriff's Department; Dewayne Kempker, Department of Corrections; Bill Schmutz, Department of Corrections; Roger Terry, Department of Corrections; David Rost, Department of Corrections; Gary Kempker, Department of Corrections; Vicki Myers, Department of Corrections and Representative Dani Moore.

Director's Comments

Director Kempker welcomed those individuals in attendance. He emphasized the importance of the Commission's work, as well as the importance of setting standards for the Profession of Correction Officer.

Introduction of Commissioners

Each Commission was asked to introduce themselves.

JTA PROTOCOL

Chris Egbert, COCC DOC liaison reviewed the hearing protocol.

1. Caliber would present their recommendations
2. Attendees are encouraged to ask questions.
3. The Commission would not be making any decisions on the recommendations today

JTA PRESENTATION

Caliber Associates from Fairfax, Virginia presented the Job Task Analysis (JTA) recommendations.

The recommendations were presented using the following agenda:

Topic	Presenter	Minutes Needed
Opening Comments	Gary Kempker, DOC Director	5
Introductions	Chris Egbert, DOC Planning Section Manager	5
Overview of Method	Lance Anderson, Ph.D., Caliber Associates	10
Minimum Qualifications		
- Analyses		
- Recommendations	Lance Anderson, Ph.D., Caliber Associates	15
- Future Research Needed		
- Questions		
Selection instruments		
- Analyses		
- Recommendations	Lance Anderson, Ph.D., Caliber Associates	15
- Future Research Needed		
- Questions		
Physical Abilities Testing and dealing with medical issues		
- Analyses	Todd Baker, Ph.D., Human Performance Systems, Inc.	20
- Recommendations		
- Future Research Needed		
- Questions		
Training		
- Analyses		
- Recommendations	Brian Cronin, M.A., Caliber Associates	15
- Future Research Needed		
- Questions		
OJT		
- Analyses		
- Recommendations	Brian Cronin, M.A., Caliber Associates	15
- Future Research Needed		
- Questions		
Training Evaluation		
- Analyses		
- Recommendations	Brian Cronin, M.A., Caliber Associates	15
- Future Research Needed		
- Questions		
Integration		
- Analyses		
- Recommendations	Brian Cronin, M.A., Caliber Associates	5
- Future Research Needed		
- Questions		

Prior to approval of the report the Commissioners requested volume 1 of the JTA for further review. The Commissioners were given ten (10) working days to review the report. Any questions will be sent to Chris Egbert who will forward them to Caliber Associates for answers. After the Commissioners

have accepted the report it will be made available to other interested parties pursuant to the Sunshine Law.

Anyone wishing portions of the JTA should make their request to:

Chris Egbert
Planning Section Manager
Missouri Department of Corrections
2729 Plaza Drive
Jefferson City, Missouri, 65109

Phone: 1-573-526-6587
Fax: 1-573-751-4099
E-mail: chris.Egbert@doc.mo.gov

The meeting adjourned at 3:00 P.M.

MEMBERS NOT ATTENDING:

David Brown

ACTION ITEMS	RESPONSIBLE	DEADLINE
Develop meeting minutes	Peggy Huddleston	10-28-04
Place the minutes on the COCC Web-site	Jenny Wehmeir	ASAP
Provide copy of Vol. 1 to Commissioners	Peggy Huddleston	ASAP
Comments from Commissioners On JTA report	Commissioners	11-12-04

NEXT MEETING:

Date: TBD Time: TBD Location: TBD
